

The following members were present:

Also present were:

A quorum being present, the meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was called to order by Dr. Ranck.



Dr. Ranck presented agenda item 2:	Present status of SPAHRS work plan objectives (based on 7/25/97 work plan).
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Mr. Davidson reviewed the implementation dates in the schedule attached to the draft memorandum to the State agency users of SPAHRS. Mr. Davidson stated this schedule was the outcome of the conversion of the work plan to the new Primavera tool and a comprehensive planning and date review.

Mr. Stringer stated concerns over payroll related issues including contract service types, now scheduled for re-review this same afternoon, and “pennies” issues for payroll where salaries do not divide evenly by twelve. Mr. Stringer also voiced concern over the request to modify the system to allow delay of collapsing the time limited agencies into the appropriate sub-agency within agencies that now have time-limited PINs. Mr. Stringer questioned who was the central payroll point for DFA. Mrs. Litchfield stated that she would get this officially clarified but was not aware that there were problems in this area. Mrs. Litchfield also stated that she was waiting on a response from Frederick Mathes relative to the time-limited agency question and had, under no circumstances, committed to change SPAHRS to handle this matter on a temporary basis. Mrs. Litchfield stated she had asked whether this could be done through the existing SPAHRS features and, if so, was it allowable to defer collapsing the time limited agencies until the payroll conversion for the particular agency is completed. Mrs. Litchfield further stated that if the time-limited agencies are to be eliminated in November, agencies must have time to prepare their existing payroll systems for this change.

Mr. Stringer stated for the record that he had not reviewed or approved the Memorandum of Understanding (MOD) regarding the revised work plan. Mrs. Litchfield stated the resources identified by the State Personnel Board were incorporated into the plan but since the State Personnel Board was not a party to the contract with Software AG, the MOU was signed only by Mr. Litchliter and Dr. Ranck. Dr. Ranck asked whether Mr. Stringer planned to commit the resources identified by SPB. Mr. Stringer responded yes.

Dr. Ranck presented agenda item 3: SPAHRS Issues and Concerns - Software AG staffing levels and commitment to the project.

Mr. Lun stated Stan Mozeleski was being removed as day-to-day on site manager of SPAHRS at the State's request effective August 1, 1997, but that Mr. Mozeleski would continue to support SPAHRS from the Atlanta office until a new project manager could be identified and fully in place. SAG has three recruiters working full time to fill the Payroll Technical Lead (priority #1), Project Manager (priority #2), and technical staffing positions. Mr. Lun reported that for the next two weeks, Dave Mueller, a senior SAG project manager, will be on site to keep things moving and facilitate interface with the Reston office.

Mr. Lun also reported that SAG would review the weekly tracking reports with Mr. Davidson and Mrs. Litchfield later today and that weekly conference calls to track progress and review issues will be conducted each Tuesday morning.

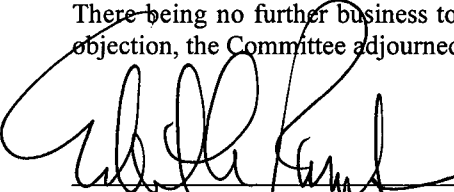
Dr. Ranck expressed two concerns: (1) the clock is ticking and (2) the project is apparently treading water. Mr. Lun responded SAG understands the exposure and risks with Ray Wilkens departure and for not having an on site project manager. Mr. Lun further stated the project is underway with both the State and SAG fully involved. Mr. Lun stated that all project personnel recruited from this point forward will be Software AG employees. Mr. Lun further stated that he would provide Mrs. Litchfield with an analysis of their existing contractor agreements that same day.

Mr. Litchliter asked what SAG would do if the vacancies could not be filled timely through recruitment. Mr. Lun replied that the SAG fall back position would be to fill the Payroll Lead and Project Manager positions by removing qualified individuals from another project. Mr. Lun committed that by August 15, SAG would commit to when new hires would

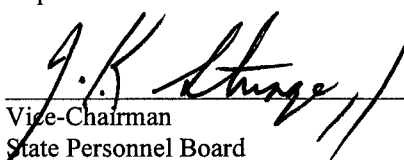
be required to support SPAHRS and MERLIN through contractual services. Mr. Litchliter asked whether these positions would replace the 16 positions currently escalated through the Department of Information Technology Services. Mrs. Litchfield responded no and that the total number of MMRS positions including the 13 new requests would be 57. Mr. Stringer asked if that many were required to support MMRS. Mrs. Litchfield responded yes and that no further positions could be transferred from the SAAS support area due to the continued growth in that area.

Dr. Ranck asked when repayment had to begin on the loan. Mrs. Litchfield stated in 2002-2003 (verified later the date is April 19, 2003). Mrs. Litchfield stated she believed the systems would be converting to recovery of operating costs much like is done for SAAS today. Dr. Ranck stated that it also may be possible to renew the note. Dr. Ranck asked the balance in the revolving fund. Mrs. Litchfield responded approximately \$11 million dollars.

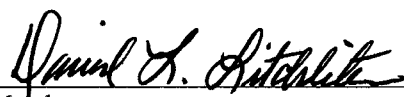
There being no further business to come before the Committee, Dr. Ranck moved to adjourn, and, there being no objection, the Committee adjourned.



Chairman, MMRS-Steering Committee
Department of Finance and Administration



Vice-Chairman
State Personnel Board



Member
Department of Information Technology Services

